

ZONING CERTIFICATE APPLICATION REQUEST FORM FOR SIGNS

IMPORTANT: ALL INFORMATION MUST BE ON THIS FORM AS WELL AS ON THE PLOT DRAWING. REV. 08/16/2005

SIGNS - PLEASE PRINT LEGIBLY

1) PROPERTY LOCATION: _____

2) LANDOWNER: _____

3) LANDOWNER'S ADDRESS: _____

4) OCCUPANT: _____

5) IDENTIFY NORTH, SOUTH, EAST & WEST (ON PLOT DRAWING ONLY)

6) TYPE OF SIGN: _____

7) WIDTH OF SIGN: _____

8) DEPTH OF SIGN: _____

9) WHAT DOES THE SIGN SAY: _____

10) ATTACH A COPY OF SIGN WITH TEXT IN MESSAGE AREA DISPLAYED.

11) WHERE WILL THE SIGN BE PLACED: _____

12) SQUARE FOOTAGE OF MESSAGE AREA OF SIGN: _____

13) NAME OF CONTRACTOR: _____

CONTACT NAME: _____

14) CONTRACTOR'S PHONE NUMBER: _____

15) CONTRACTOR'S MAILING ADDRESS: _____

16) COST OF SIGN: \$ _____

17) IF OTHER THAN A WALL SIGN, PLEASE INDICATE THE FOLLOWING:

SIGN SETBACK FROM ROAD RIGHT-OF-WAY _____

SIDE SETBACK _____

SIDE SETBACK _____

REAR SETBACK _____ (OVER)

18) ON A SEPARATE SHEET, LIST ALL EXISTING SIGNAGE * SIZE, LOCATION, TYPE (I.E. ADVERTISING, IDENTIFICATION, DIRECTIONAL, ETC) AND LABEL EXISTING SIGNAGE.

19) IS THERE A STREAM ON OR NEAR THE PROPERTY: _____

20) IF YOU ANSWERED YES TO #17, HOW CLOSE WILL THE PROPOSED PROJECT BE FROM THE STREAM: _____

21) IF A STREAM EXISTS, PLEASE ANSWER THE FOLLOWING QUESTIONS:

A) ARE THERE WETLANDS ON THE PROPERTY: _____

B) IF YES, HOW CLOSE WILL THE PROPOSED PROJECT BE FROM THE WETLANDS: _____

C) HAS A WETLANDS DELINEATION BEEN COMPLETED: _____

D) ARE THERE STEEP SLOPES (E.G. RAVINES) ON THE PROPERTY: _____

E) IF YES, HOW CLOSE WILL THE PROPOSED PROJECT BE TO THE TOP OR BOTTOM OF THE SLOPE: _____

F) HOW EXTENSIVE ARE THE FLOODPLAINS ON THE PROPERTY: _____

G) IS THE PROPOSED PROJECT WITHIN OR NEAR THE 100-YEAR FLOODPLAIN: _____

ONCE A COMPLETE APPLICATION IS SUBMITTED, IT CAN TAKE UP TO THIRTY (30) DAYS FOR A ZONING CERTIFICATE TO BE ISSUED.

ONCE THE ZONING CERTIFICATE IS ISSUED, THE ZONING DEPARTMENT WILL CALL THE CONTACT PERSON SO THE CERTIFICATE CAN BE SIGNED AND PAID FOR.

BUILDING PERMITS ARE ISSUED AT THE SUMMIT COUNTY BUILDING DEPARTMENT, 1030 E. TALLMADGE AVENUE, AKRON, OHIO 44310. THEIR PHONE NUMBER IS 330-630-7280.

DATE RECEIVED IN ZONING DEPT. _____